

Durham City-County Planning Department
Proposed Work Program FY15
Part A, Programs
July 1, 2014

Planning Department staffing is 36.0 Full Time Equivalent (FTEs)

1. Development Review

- 1.1. Site Plans
- 1.2. Zoning Map Changes
- 1.3. Subdivisions
- 1.4. Special Use Permits
- 1.5. Certificates of Appropriateness (COAs)
- 1.6. Historic Landmarks and Landmark Signs
- 1.7. Common Signage and Wayfinding Signage Plans
- 1.8. Variances
- 1.9. Appeals of Administrative Decision
- 1.10. Demolition by Neglect
- 1.11. Home Occupation Inspections and Permits
- 1.12. Limited Agriculture Permits
- 1.13. Street Renaming
- 1.14. Street Closing
- 1.15. Street Withdrawal
- 1.16. NFIP Community Rating System (Durham County Only)
- 1.17. Site Compliance
- 1.18. UDO Administrative Interpretations
- 1.19. Development Process Improvements
- 1.20. Statutory Vested Rights Determinations
- 1.21. Building Permit Reviews
- 1.22. Outdoor Seating Permits
- 1.23. Selective Vegetation Removal Permits
- 1.24. Temporary Use Permits
- 1.25. Street Vendor Registration and Compliance
- 1.26. Annexation Coordination
- 1.27. Family Care Homes Group Homes Monitoring and Compliance
- 1.28. Design Compliance Review

2 Zoning Administration

- 2.1 Response to Complaints
- 2.2 Proactive Enforcement

3 Comprehensive Planning

- 3.1 Comprehensive and Neighborhood Planning
 - 3.1.1 Station Area Strategic Infrastructure Plan
 - 3.1.2 DHA Choice Neighborhood Planning Project
 - 3.1.3 Housing Affordability Initiative
 - 3.1.4 New Comprehensive Plan Community Profile
- 3.2 Plan Amendments
 - 3.2.1 Plan Amendments, General
 - 3.2.2 Privately-Initiated Plan Amendments
 - 3.2.3 City or County Initiated Plan Amendments
 - 3.2.4 Annual Evaluation and Assessment Report
- 3.3. Zoning Text Amendment
 - 3.3.1 Text Amendments, General

- 3.3.2 Privately-Initiated Text Amendments
- 3.3.3 Technical and Minor Changes
- 3.3.4 Affordable Housing Incentives
- 3.3.5 Wireless Communication Facilities Revision
- 3.3.6 Design District Update
- 3.3.7 Respond to Legislative Mandates
- 3.4 Environmental Planning
 - 3.4.1 Environmental Planning, General
 - 3.4.2 Urban Open Space Plan
 - 3.4.2 Downtown Open Space Plan
- 3.5 Trails and Greenways Planning
- 3.6 Historic Preservation Planning
 - 3.6.1 Historic Preservation Planning, General
 - 3.6.2 Certified Local Government Management
 - 3.6.3 Holloway Street Historic District Expansion
 - 3.6.4 Golden Belt Local Historic District
 - 3.6.5 Local Review Criteria Consolidation
- 3.7 Transportation Planning
 - 3.7.1 Regional and State Transportation Planning
 - 3.7.2 Demographic and Employment Analysis and Forecasting
 - 3.7.3 Land Use and Transportation Scenario Development
- 3.8 Urban Design
 - 3.8.1 Medical Center Design District
 - 3.8.2 Respond to Privately-Initiated Design Districts
 - 3.8.3 Urban Design Studios
 - 3.8.4 Public Facilities Design Consultation
- 4 Public Information and Research Support**
 - 4.1 Public Information and Customer Service, General
 - 4.2 Customer Service Center
 - 4.3 Website
 - 4.4 Zoning Verification
 - 4.5 Community Outreach
 - 4.6 Customer Satisfaction Feedback
 - 4.7 Census and Demographic Support
 - 4.8 Computer, GIS, and Data Support
- 5 Department Management**
 - 5.1 Department Management and Administration
 - 5.2 Performance and Personnel Management
 - 5.3 Professional Development
 - 5.3.1 NCAPA Statewide Planning Conference
 - 5.4 Intergovernmental Coordination
 - 5.5 City, County, and Planning Department Strategic Plans
 - 5.6 Culture of Service Initiatives
 - 5.7 Support for Boards and Commissions, Development Review
 - 5.7.1 Board of Commissioners
 - 5.7.2 City Council
 - 5.7.3 Joint City-County Planning Committee
 - 5.7.4 Planning Commission
 - 5.7.5 Board of Adjustment
 - 5.7.6 Historic Preservation Commission
 - 5.7.7 Durham Open Space and Trails Commission
 - 5.7.8 Environmental Affairs Board
 - 5.7.9 Appearance Commission